

CITY OF CORVALLIS
COUNCIL POLICY MANUAL

POLICY AREA 4 - LEISURE AND CULTURAL ACTIVITIES

CP 92-4.06 **Library Displays, Exhibits, and Bulletin Boards**

Adopted February 18, 1992

Revised July 19, 1993

Revised April 7, 1997

Revised December 18, 2000

Revised August 2003

Revised November 20, 2006

Revised December 7, 2009

4.06.010 Purpose

The Corvallis-Benton County Public Library provides the community temporary space for displays, exhibits, and bulletin boards to further the Library's mission of bringing people and information together; therefore, a policy governing Library displays, exhibits, and bulletin boards is hereby established.

4.06.020 Policy

Community bulletin boards and exhibit spaces shall be available to all persons and groups, for any purpose consistent with the laws of the State of Oregon, ordinances of the City of Corvallis, and the Library's Code of Conduct. The Corvallis-Benton County Public Library makes its display areas and bulletin boards available to the public, but neither approves nor disapproves of any viewpoint expressed by the users of the display areas or bulletin boards. The Library does not endorse any goods or services, makes no representation as to the accuracy of information, and assumes no liability for the accuracy, quality or safety of any viewpoint, goods or services which may be the subject of postings or displays. The following policy shall apply to all users except for the Library, the Friends of the Library, and the Library Foundation.

- a. The Library reserves the right to refuse to post, and the right to remove announcements, posters, displays, or exhibits which, in its judgement, do

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not meet the above criteria.

- b. The Library reserves the right to establish certain bulletin boards and display areas for certain purposes. The Library may restrict the purpose of certain bulletin boards and display areas, and reserves the right to remove and dispose of postings or displays from any given bulletin board or display if the posting or display is not consistent with the purpose of that bulletin board or display area.
- c. Acceptance of material for display does not imply approval or disapproval by the Library of the ideas or opinions expressed. The Library does not assume responsibility or liability for materials exhibited in Library facilities. The Library will post signs with a disclaimer stating that the Library does not endorse any goods or services, makes no representation as to the accuracy of information, and assumes no liability for the quality or safety of any goods or services which may be the subject of postings or displays.
- d. Only the Library's established display systems, such as display cases, display area shelving, bulletin boards, and wall hanging systems may be used for materials on display. Nothing may be attached to the library's walls, windows, doors, acoustical panels or other places using tape, pins, staples, or other materials.
- e. All displays, exhibits, and bulletin board postings shall be temporary. Each library display area subject to reservation may be booked no more than six months in advance and may be reserved once each January-June and July-December. All bulletin board postings shall be dated. The Library reserves the right to establish reasonable time limits of no less than one week and no more than 30 days for any announcement, poster, display, or exhibit, and to remove postings because of time and space considerations.

4.06.030 Review and Update

This Leisure and Cultural Activities Policy shall be reviewed triennially in October by the Library Director and updated as appropriate.